

**Minutes of the meeting of Stoke by Clare Parish Council held on Wednesday 23rd October 2024 at The Barn, Ashden Road, Stoke by Clare at 19.30.**

**Present:**

|             |  |
|-------------|--|
| Chair       | Cllr Dadd                                  |
| Vice Chair: | Cllr Kiddy                                 |
| Councillors | Cllr Smith, Cllr McKenny, Cllr Blake James |

**In Attendance:**

|                      |  |
|----------------------|--|
| Clerk to the Council | Davina Neal – Retiring Clerk                 |
|                      | 2 Members of Public                          |
|                      | Cllr Karen Richardson - West Suffolk Council |
|                      | Matthew Price - Clerk to the Council         |

**1.0 Apologies for absence and declaration of interest**

- 1.1 Apologies received from Cllr Nichols
- 1.2 Declarations of interest and requests for dispensation - None

**2.0 Public participation**

- 2.1 A resident asked members if there was any feedback on the issue of the travelling community in the field adjacent to her house in August, as there are no means of preventing them returning to the field. The resident acknowledges a gap needs to be left for maintenance duties,

Cllr Dadd informed the resident and members of a conversation with Bidwell's in which they have accepted in theory it is their responsibility to put the fence back. Both Bidwell's and the Parish Council are pursuing grant funding which will give a permanent solution to the security of the field.

- 2.2 Suffolk County Councillor's Report – None

- 2.3 Cllr Richardson from West Suffolk Council informed members of the proposed National new food waste bin collection system that will be introduced in 1 years' time, she confirmed that 2 weekly collections will continue. Further details will be given when the process and plans are in place, with details sent to Council as recommendations to be discussed.

Cllr Dadd wished to pass on thanks to West Suffolk for the new recycling centre in Haverhill indicating it is brilliant.

**3.0 Minutes**

Minutes of the meeting held 11th September & 8th October 2024 – Confirmed and signed by Cllr Dadd

**4.0 To consider items of correspondence for decision/response**

- 4.1 The councillors considered comments with regards to the Earls Colne neighbourhood plan, and discussed if Stoke by Clare should produce one. Cllr Dadd informed members that a plan is rather a lengthy and detailed document and suggested rather than doing a Neighbourhood plan for SBC, a A1092 type plan which is more in keeping with the village needs should be considered.

- 4.2 The Earls Colne plan was well received, and Cllr Dadd congratulated the council on all the work developing the plan.
- 4.3 Council Tax reduction scheme was received and Cllr Dadd informed members that continuing with the scheme was a good idea – Agreed

## 5.0 To review items for decision

- 5.1 Co-option – it was agreed to Co-Opt Lizz Sullivan as a Councillor for Stoke by Clare Parish Council.
- 5.2 To review the Asset register – Noted.
- 5.3 To review Adequacy of insurance cover - Cllr Dadd suggested the insurance detail and cover is reviewed in the new year to ensure all assets and adequately covered - Agreed
- 5.4 Review Maintenance of War memorial – Cllr Kiddy informed members the parish would need to apply for a grant to support finances but was unsure with the difference between restoration and improvement of the memorial, Cllr Dadd will support Cllr Kiddy with the grant form and suggested taking pictures as supporting documentation.

Cllr Smith asked if the hedges around the war memorial could be cut in readiness for 11th November, Cllr Dadd will e mail the grounds team to ask if they can be cut again.

- 5.5 Update of ETRO for A1092 – Cllr Dadd asked members if they were happy with a one-way TRO. Members were in agreement if the enforcement is in place. Any concerns should be raised by the Council via email.
- 5.6 To receive an update on the Allotments – Cllr Dadd attended a meeting with regards to the Allotments and the general unkept look of many plots. The number of plots not being looked after is not good enough, and informed members that we should not let any further plots, if they are kept in the same neglected way. Further work and discussions on a structured way forward for allotments holders will need to be discussed at a future council meeting.
- 5.7 To receive an update on the Play Area – Cllr Dadd informed members that the RoSPA report came back with suggested repairs that need addressing and costings will be in the region of £1200. However West Suffolk sent a capital grant fund paper for the repair of playgrounds of which SBCPC will be looking to complete with funds available up to £5000 – Cllr Dadd will follow up on the grant form.
- 5.8 To review progress on new benches – 1 quote has been received for the bench bases and Cllr Smith will obtain additional quotes and report back to Council.
- 5.9 To receive accounts from Football Club, Bowls Club and Tennis Club –

Tennis club previously received.

Cllr Smith informed members that the football club is struggling a little with funds this is mainly down to the lack of fund-raising activities as the pub was shut. The club has some very generous sponsors, and the club has a plan in place to start the race nights again.

The Bowls club report has not been received and will be reviewed at the next council meeting.

Cllr Dadd informed members the reason we are interested in the club's accounts is they use parish council land, and the parish council is interested in maximising the lands potential. Support can be provided where appropriate.

5.10 Update on Notice Board – Item deferred until Cllr Nichols is present.

## **6.0 Finance**

6.1 The monthly accounts, cash flow, bank reconciliation and statements were received. – Agreed.

6.2 Grant applications – None.

6.3 To consider draft budget and precept proposal for 2025/26 – Cllr Dadd would like to call a finance meeting in November to discuss this item further prior to bringing the figures for approval/discussion in December – Agreed.

6.4. To receive and agree accounts for payment – Agreed.

A discussion was tabled regarding Parish Online subscription and what the Council get out of the £60 fee, it was Agreed not to re subscribe.

6.5 To appoint Internal Auditor for 24/25 – Agreed to appoint SALC Internal Audit Services.

## **7.0 Planning**

None

## **8.0 Agenda items for next meeting:**

- Precept
- Allotments
- War memorial
- Bowls Club
- Notice board
- Benches

Cllr Dadd passed thanks onto both Davina and Julia for all their hard work looking after Stoke by Clare parish Council and welcomed Matthew into the role.

**Date of Next Meeting**

This was confirmed as Wednesday 11th December 2024 at 19.30.

Meeting closed: 21.07.

DRAFT